



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## **Library Trustees Minutes 02/12/2008**

Robbins Library Board of Trustees  
February 12, 2008

### **Call to Order**

The meeting was called to order at 7:17 p.m. Attending were trustees Patricia Deal, Kathryn Gandek-Tighe, Katharine Fennelly, Barbara Muldoon and Joyce Radochia. David Castiglioni and Frank Murphy were absent. Also attending was Library Director Maryellen Loud.

### **Approval of Minutes**

The minutes of January 15, 2008 were approved unanimously on a motion by Ms. Radochia; seconded by Ms. Muldoon.

### **Communications**

Joyce Radochia reported that Geraldine Tremblay of the Cyrus Dallin Art Museum Board of Trustees inquired whether an oil painting by Cyrus Dallin could be purchased with library art print trust funds. Ms. Tremblay is willing to attend the Board's April meeting to discuss this. The Board took this under advisement.

Ms. Loud presented a request from the Planning Department that the Board write a letter of support for the Town's application to the Massachusetts Historic Commission for a grant to restore the wall along Mass Ave that borders the library and the Olmsted Garden. The letter should include endorsement of placing a preservation restriction on the area. Ms. Deal made a motion to write a support letter; seconded by Ms. Radochia; Passed unanimously.

### **Meeting with Finance Committee Liaison**

Mary Margaret Franclemont from the Finance Committee met with the Board to discuss the FY2009 budget request. Concerns were raised over sufficient funding for building repairs and the lack of funding for Sunday hours, a full-time Technology Librarian and a part-time Public Relations Coordinator. The Board also raised the issue of book money going to the general fund instead of being retained by the library for replacements.

### **Director's Report**

Trustees reviewed the written report of the director for January 2008. Ms. Loud also explained that a high school student had donated two devices ("Kill-A-Watt") that monitor electrical consumption of appliances for circulation to patrons. She also gave an update on the status of her report regarding the "financial summit" suggestions including the move of Fox to the Gibbs. Ms. Loud expressed concern that there was no means to lock off the Community Room when it was not in use. She had consulted the town's building inspector about the feasibility of installing a sliding grate there and he advised that an architect be hired to prepare a proposal for his review. Ms. Muldoon made

the motion to allocate \$200 from staff development trust funds for a visit by an architect to evaluate the feasibility of adding a safety feature to the Community Room; seconded by Ms. Radochia. Passed unanimously. Nancy Gentile has scheduled a series of four workshops on financial planning to be given by a local Chamber of Commerce member as an experimental program.

### **Trust Fund Report**

Ms. Fennelly and Ms. Muldoon reported on their meeting with Town Counsel John Maher to discuss Trust Funds. Mr. Maher will review the trust fund documents and he and Town Treasurer Steven Gilligan will attend the next trustee meeting. Mr. Maher advised that it is the responsibility of the town treasurer to invest the trust funds and the Trustees to handle expenditures. The purpose of the joint meeting is to maintain open communication between the trustees and the treasurer.

### **Fundraising**

Ms. Fennelly, Ms. Gandek-Tighe and Ms. Loud met with Town Manager Brian Sullivan to discuss fundraising. Mr. Sullivan supports the idea of a gala (wine and cheese reception) to highlight visibility. He approved the idea that the trustees fundraise for additional hours, especially Sundays. Ms. Gandek-Tighe urged that asking for funds for additional hours would be attractive to people and help to establish a habit of giving. The Trustees agreed to contact businesses this spring and to communicate with the Friends of the Library regarding its mailing list. The gala will be scheduled for the Sunday of the Town Day weekend in September.

### **Meeting Room Rental**

Ms. Loud reported that she had received twenty-two responses from MLN libraries regarding charging fees to non-profits and businesses for use of meeting space. Fourteen libraries offer space to non-profits free of charge. No libraries allow businesses to use the space for free. Rates range from \$15 to \$150; ten libraries do not allow profit-making groups to use at all. Ms. Loud will propose a rate schedule for trustee consideration.

### **Review of Policies**

Ms. Fennelly and Ms. Loud will review library policies and report at a future meeting.

### **Author Program**

Ms. Loud will contact Dick Haley regarding Robert Parker as a speaker this spring. Ms. Deal also suggested Sue Miller.

### **Community Read**

Ms. Loud listed the books under consideration and asked for other suggestions.

### **Other**

The Board granted Ms. Fennelly flexibility in working with the Board of Selectmen in regard to naming an award after Margaret Spengler and having the Selectmen vote no action on the warrant article.

### **Adjournment**

The meeting was adjourned at 8:55 PM.

Respectfully submitted,

